

ASSISTANT CHIEF
GS-905-15
FRAUD SECTION
CRIMINAL DIVISION
U.S. DEPARTMENT OF JUSTICE
WASHINGTON, DC

About the Office:

The Fraud Section Plays a unique and essential role in the Department's fight against sophisticated economic crime. The Section is a front-line litigating unit that acts as a rapid response team, investigating and prosecuting complex white collar crime cases throughout the country. The Section conducts grand jury investigations and prosecutions and provides on-site litigation support to United States Attorneys in matters of national significance or involving priority enforcement initiatives. Currently, the Section's cases focus on corporate and securities fraud schemes, financial institution fraud and insurance fraud, and fraud involving government programs such as Medicare. A substantial part of the Section's cases focus on international criminal activities including the bribery of foreign government officials in violation of the Foreign Corrupt Practices Act (FCPA). In recent years, the Section has also developed cases and initiatives directed at cyber schemes and schemes to victimize consumers such as identity theft, "prime bank" schemes, Internet fraud and telemarketing fraud.

Responsibilities and
Opportunity Offered:

The incumbent works in a management capacity in close conjunction with a Deputy Chief. The principal responsibilities of this position involve the direct supervision of a full range of investigations and prosecutions, including many which involve International matters and potential violations of the FCPA. The Assistant Chief will be called upon to review indictments, information, search warrants and other pleadings, and conduct negotiations with defense attorneys. The Assistant Chief will also coordinate, review and provide expert advice on complex fraud prosecutions and International matters handled by the U.S. Attorneys' Offices and personally litigate cases where appropriate. The Assistant Chief will assist a Deputy Chief in responsibilities relating to the Convention on Combating Bribery of Foreign Public Officials in International Business Transactions and will be a spokesperson for the Department on FCPA matters and will relate to officials in foreign governments and in other agencies in that capacity. Finally, the Assistant Chief will provide advice and counsel to a Deputy Chief and other senior management as requested.

Qualifications:

Required qualifications: Applicants must possess a J.D. degree, be duly licensed and authorized to practice as an attorney under the laws of a State, territory or the District of Columbia and have at least three years post-J.D. legal experience. Applicants should have a strong academic background as well as excellent research and writing skills.

Preferred qualifications: Criminal trial experience as well as experience in investigating and prosecuting white collar crimes is highly desirable. In addition, experience with International and FCPA investigations, corporate fraud and securities fraud investigations and prior management experience is desired, but not required.

Travel: Routine travel as necessary.

Salary Information: Current salary and years of experience determine the appropriate salary level. The possible range for a GS-15 position is \$103,947 to \$135,136. (See OPM's Web page at <http://www.opm.gov/oca/05tables/pdf/DCB.pdf>)

Location: Washington, DC

Relocation Expenses: Relocation expenses are not authorized.

Submission Process and Deadline Date: To apply for this position, please submit a cover letter (highlighting relevant experience), a detailed resume and/or OF-612 Application for Federal Employment, or a current SF-171 (Application for Federal Employment), a writing sample (not to exceed 10 pages) and a current performance appraisal to:

U.S. Department of Justice
Fraud Section, Criminal Division
1400 New York Avenue, NW
Bond Building, Room 4100
Washington, DC 20530
Attn: William Sellers

No telephone calls please. Applications must be postmarked by February 11, 2005. Applicants who previously applied for the Assistant Chief position will be considered and need not reapply.

Internet Sites: This and other attorney vacancy announcements can be found at <http://10.173.2.12/oarm/attvacancies.html>

For more information about the Criminal Division, visit the Criminal Division Web page at: <http://www.usdoj.gov/criminal/criminal-home.html>

Department Policies: *The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. It is the policy of the Department to achieve a drug-free workplace, and the person selected will be required to pass a drug test to screen for illegal drug use. Employment is also contingent upon the satisfactory completion of a background investigation adjudicated by the Department of Justice.*

The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for accommodation will be made on a case-by-case basis.